

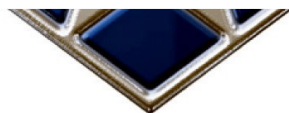
Logging On

Using the Web-Based 3849



If you initiated this training from the Web-Based 3849 application, when you are finished, use your browser's back button to return to the application

[<Click here to Continue>](#)



U.S. AIR FORCE

Logging On

Using the Web-Based 3849

This presentation provides training on the use of the Web-Based 3849 program.

1. It is designed to assist members who are eligible for Senior and Intermediate Developmental Education in completing their application.
2. It offers instructions to individuals in the eligibles' rating chain, enabling them to provide an input to Senior Raters.
3. It provides information to Senior Raters and their agents in processing those recommendations.
4. It trains Management Level Agents in providing oversight to the process.

Click Here  To Continue

Logging On

Using the Web-Based 3849

This presentation provides training on the use of the Web-Based 3849 program.

1. It is designed to assist members that are eligible for Senior and Intermediate Developmental Education in completing their application.
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3. It provides information to Senior Raters and their agents in processing those recommendations.
4. It trains Management Level Agents in providing oversight to the process.

- If you need instructions in how to access/log on to the Web-Based 3849 application,

Click on the Logging On tab above

- If you already know how to log on but need instructions on how to use the system to fulfill your role in the process, click on the **“Using the Web-Based 3849 system”** tab above

DEVELOPMENTAL EDUCATION

While not yet foolproof, to get the most current data from this site by avoiding cached pages (those stored on your hard drive due to a previous visit), suggest the following setting for your browser: "Every Visit to the Page." In IE, go to Tools>Internet Options>Settings. Otherwise, if you suspect you are not looking at accurate data, please flush your cached pages (same location as above, and use "Delete Files" under the heading for Temporary Internet Files). If problems persist, contact us.

Developmental Education Headline News! ||| How to Reach Us!
Date Page Revalidated: 09 Feb 2005

Archive of posted material New pages / files / listings, etc

FY 05 DEDB MPFM 0446

FY 05 DEDB Release

FY05 Air Force Intern Board Results

P0504B Senior Developmental Education Selection Board

IDE/SDE Note: The following IDE/SDE alternate list that we sincerely apologize for the

IDE Alternate List (Current)

SDE Alternate List (Current)

IDE/SDE Web-Based

DEVELOPMENTAL EDUCATION

AFIP

AFIT

ASBC

ASG

ELDP

INTERMEDIATE (IDE) A

OLMSTED SCHOLAR

SOS

WHITE HOUSE FELLOWS PGM

OTHER

Other Educational Programs Serviced by Us

MISCELLANEOUS

Miscellaneous Programs / Functions on this site



HQ AFPC/DPAPDE
550 C St West, Suite 32
Randolph AFB, TX 78150-4734

COMM: 210-565-2103/2576
DSN: 665-2103/2576
FAX: 210-565-2336

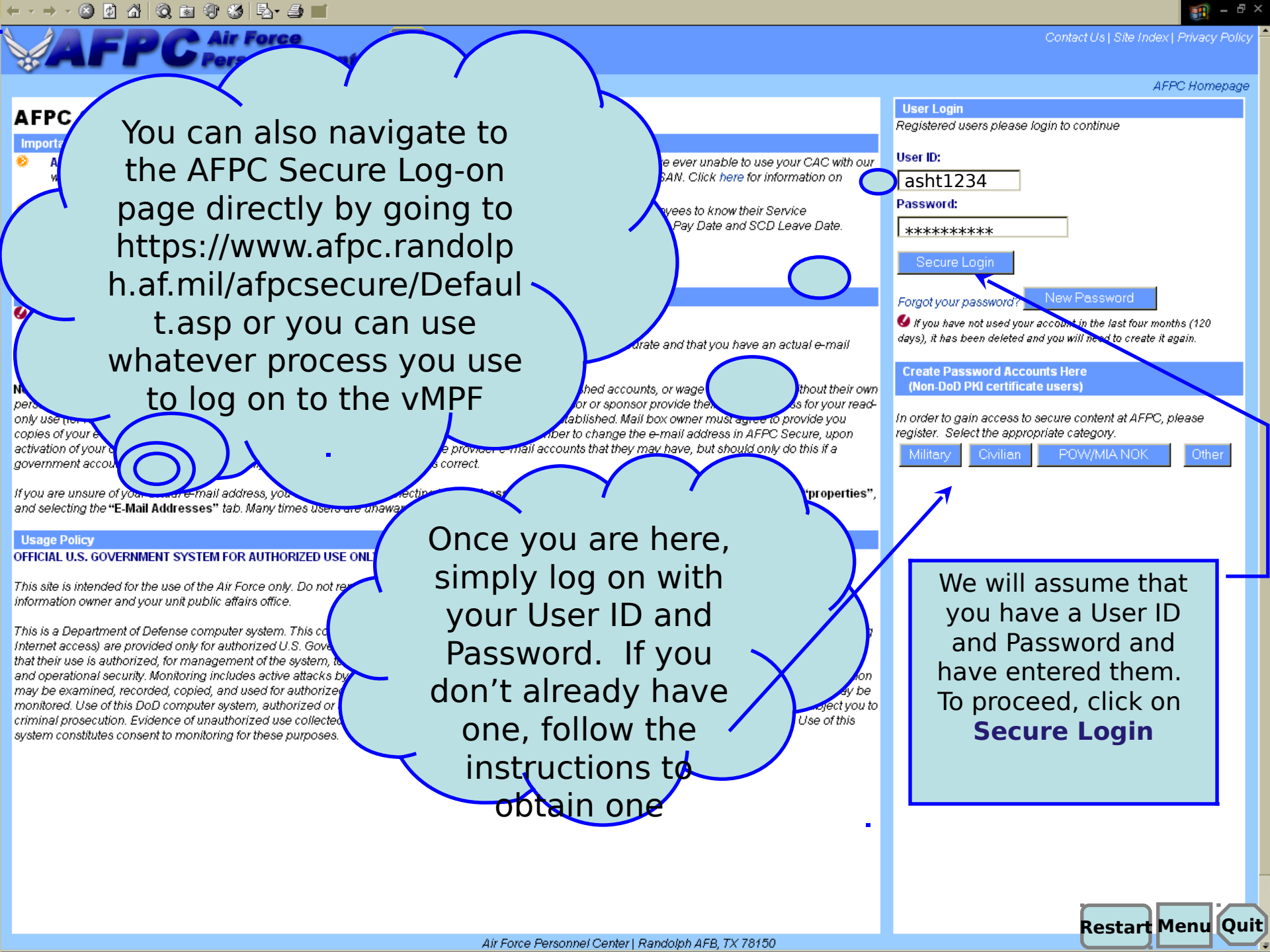
E-Mail:
officerpme@randolph.af.mil

You can begin the log-on process from the Developmental Education Web site by clicking on the link below. That will take you to the AFPC Secure Log-on.

Senior and Intermediate Developmental Education

We will be gathering information to be used in this years developmental Education selection process from now through 15 Apr 2005. Those Lt Cols, Majors and Captains in the following year Groups are eligible to apply whether you are a Candidate or not. Those eligible officers should access this webpage and provide the necessary information to be properly considered.

Link to Web-Based 3849 DE Application



You can also navigate to the AFPC Secure Log-on page directly by going to <https://www.afpc.randolph.af.mil/afpcsecure/Default.asp> or you can use whatever process you use to log on to the vMPF

Once you are here, simply log on with your User ID and Password. If you don't already have one, follow the instructions to obtain one

We will assume that you have a User ID and Password and have entered them. To proceed, click on **Secure Login**

AFPC Secure

Main Menu

These are secure sites.
Please close all browsers when you leave the applications.

These sites are intended for the use of the Air Force only. Do not reproduce or distribute the content of this site to a wider audience without coordination with the information owner and your unit public affairs office.

888888105, You have access to the following sites:

[IDE_SDE](#)

Applicants, Rating Chain members, and Senior Raters involved in the Senior or Intermediate Developmental Education Process. Use this system to provide input to their senior raters for use by Developmental boards and School Designation boards

Our records show that this is your current e-mail address and DSN or Ext:

E-mail Address:

DSN or Extension:

Fax (optional):

[Submit changes to e-mail or DSN Ext](#)

You will probably see other buttons for programs you have access to. Look for and click on the **IDE_SDE button** (Since what you see when you click on the button will depend on what role you are playing, after you click on the button above, select the appropriate training for your role.)

Eligible

Reviewer

Senior

Management

Training Provided (Select One)

- Member Eligible for IDE/SDE
- Reviewer – person in ratee's chain of command
- Senior Rater/Agent
- Management Level/Agent
- Logging On

Intermediate Developmental Education
WEST DAVID


- ✖ **Information for Applicants:** In order to properly consider you for Developmental Education, we want to provide you the opportunity to make your preferences known and to provide comments relative to your desires for attendance. Your input will be reviewed by your rating chain and the Senior Rater you were assigned to on 1 Feb 2005. We have provided a Web-Based 3849 that you may access by clicking on the Button below. If you believe you have been aligned to the incorrect senior rater, please contact AFPC/DPAPDE immediately. We will review your circumstances and make any necessary corrections. In the mean time, you may complete and submit your input to your immediate supervisor. After AFPC/DPAPDE reviews the application it will be properly aligned to the correct senior rater.
- ✖ You, your rating chain and your senior rater must complete and electronically **submit the application no later than 15 Apr 2005**. Please meet **any earlier suspenses** established by your management level or senior rater.
- ✖ You may save any preferences and/or member comments you enter in the Web-Based 3849 without sending it to your supervisor and come back at any time to make changes.
- ✖ If you make changes and want to revert to the previously saved information, click on Cancel.
- ✖ For training on the Web-Based 3849 process [click here](#).
- ✖ Once you refer the application to your supervisor, **you will no longer be able to make changes**, so make sure that you have reviewed it carefully. You will then be able to view but not change what you have provided unless you contact your senior rate or his/her agent to have your input unlocked.

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.
Updated: 01 Feb 05

The database where the SDE...

Act of 1974 as

Here you will see general instructions regarding your input to the Developmental Education process. These instructions will change over time, especially as we get closer to the deadlines, so if you return to the application at a later time, look to see when they were last updated and review them if it was after your last visit.

(Click Here  To Continue)

Restart Menu Quit

Intermediate Developmental Education
WEST DAVID

- ✖ **Information for Applicants:** In order to properly consider you for Developmental Education, we want to provide you the opportunity to make your preferences known and to provide comments relative to your desires for attendance. Your input will be reviewed by your rating chain and the Senior Rater you were assigned to on 1 Feb 2005. We have provided a Web-Based 3849 that you may access by clicking on the Button below. If you believe you have been aligned to the incorrect senior rater, please contact AFPC/DPAPDE immediately. We will review your circumstances and make any necessary corrections. In the mean time, you may complete and submit your input to your immediate supervisor. After AFPC/DPAPDE reviews the application it will be properly aligned to the correct senior rater.
- ✖ You, your rating chain and your senior rater must complete and electronically **submit the application no later than 15 Apr 2005**. Please meet any earlier suspenses established by your management level or senior rater.
- ✖ You may save any preferences and/or member comments you enter in the Web-Based 3849 without sending it to your supervisor and
- ✖ If you make changes and want to revert to the previously saved information, click on Cancel.
- ✖ For training on the Web-Based 3849 process [click here](#).
- ✖ Once you refer the application to your supervisor, **you will no longer be able to make changes**, so make sure that you have reviewed but not change what you have provided unless you contact your senior rate or his/her agent to have your input unlocked.

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.
Updated: 01 Feb 05

Open Form T3849

Click on this button to open the **Web-Based 3849** and begin your input

The database where the SDE/IDE Information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336
DSN: 665-2103/2576 or email [HQ AFPC/DPAPDE](#)

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible officer to indicate his or her Developmental Education preferences, for the applicant's rating chain to make recommendations to the Senior Rater, and for the Senior Rater to provide his or her recommendation to the Developmental Education process. The last four of the applicant's SSN is used for positive identification.
- DISCLOSURE:** The Member will submit his/her application to his/her immediate supervisor who will forward it through the rating chain to the Senior Rater. The Senior Rater will provide his/her recommendation and then sign the application, indicating nomination status and including comments for those nominated for Developmental Education. Completion of the application by the member is voluntary but failure to indicate preferences and/or provide comments may negatively impact on the member's selection for Developmental Education.

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.

For a list of school descriptions, go to: [Developmental Education](#)

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE	CORE ID	Year Group	Year of Eligibility
WEST DAVID	*****8101	CPT	33S	94	1st Look
LOCATION	E-MAIL ADDRESS				
PENTAGON	test@test.com				
PHONE DSN:	PHONE COMM:				
555-6666					

☐ This officer is already designated to attend a school, but a revalidation

PART II - PREFERENCES

Select at least 1 preference from this list. If a Degree/program select

- 1ST Air Command & Staff College (ACSC) - Either
- 2ND Air Command & Staff College (ACSC) - Either
- 3RD Air Force Institute of Technology (AFIT)
- 4TH Argentina Air Command & Staff College
- 5TH Army Command & General Staff College
- Australian Command & Staff College
- Brazilian Forces Command & Staff College
- Canadian Forces Command & Staff College
- Chilean Air Force Command & Staff College
- DARPA Fellowship
- German Armed Forces Staff College
- India Defense Services Staff College

The Air Command and Staff program would in my first year of eligibility, but with moving this summer and going to develop

Comments: 330 characters remaining

NOTE: Do not use

Review your information (Location, E-mail Address, DSN, Commercial Phone) to ensure that it is all correct. If not, make the appropriate changes. E-mail address is required. Please enter one if the field is blank.

(Click Here  to continue)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If a

SRID	NAME (Last, First, MI)	DUTY TITLE
CF1CS	SMITH JAMES N	CFC DCRAC

ommendation and
failure to indicate

(Click Here  to Continue)

IDE Preference

PART I - MEMBER ID.

NAME (Last, First, MI)

WEST DAVID

LOCATION

PENTAGON

PHONE DSN:

555-6666

PHONE COMM

666-7777

☒ This officer is already designated to attend a school, but a revalidation nomination must be completed

PART II - PREFERENCES

Select at least 1 preference from this list. If a Degree/program selection is required for the preference you elect, an additional pull down menu will appear and you must select one of the items from the list.

1ST	Air Command & Staff College (ACSC) - Either
-----	---

Acquisition Management

2ND	Air Command & Staff College (ACSC) - Either
-----	---

Pren School

Air Force Institute of Technology (AFIT)
Argentine Air Command & Staff College

3RD *Algeria* *Al Command & Staff College*
Army Command & General Staff College

4TH Australian Command & Staff College

5TH Brazilian Forces Command & Staff C

Chilean Air Force Command & Staff College

DARPA Fellowship

German Armed Forces Staff College

India Defense Services Staff College

ific schools, utility of attendance at those schools, and what general type of follow-on assignment would best utilize the education; also identify any special circumstances

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Comments: 330 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SR/D

NAME (Last, First, MI)

GRADE

DUTY TITLE

CF1CS

SMITH JAMES N

MG

CFC DCRAC

Restart Menu Quit

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible Senior Rater to provide his or her recommendation to the
- DISCLOSURE:** The Member will submit his/her application then sign the application, indicating nomination status, preferences and/or provide comments may negatively impact
- Note: Since all recommendations must be complete by 15 Apr 2005, the
- For a list of school descriptions, go to: [Developmental Education](#)

If a sub-preference pull-down appears, make a selection
(Click Here to Continue)

Senior Rater, and for the
provide his/her recommendation and
member is voluntary but failure to indicate

PART I - MEMBER IDENTIFICATION DATA				
NAME (Last, First, MI)	SSN	GRADE	CORP	Year of Eligibility
WEST DAVID	*****8101	CPT	33S	1st Look
LOCATION	E-MAIL ADDRESS			
PENTAGON	test@test.com			
PHONE DSN:	PHONE COMM:			
555-6666	666-7777			

☐ This officer is already designated to attend a school, but a revalidation nomination must be completed.

PART II - PREFERENCES	
Select at least 1 preference from this list. If a Degree/program selection is required for the preference you elect, an additional pull down menu will appear and you must select one of the items from the list	
1ST Air Command & Staff College (ACSC) - Either	Acquisition Management
2ND USAFA Squadron AOC - UCCS Counseling	You must select an item here...
3RD Army Command & General Staff College	Acquisition Management
4TH Advanced Study in Air Mobility	Agile Combat Support
5TH Air Force Institute of Technology (AFIT)	Air and Space Power Employment
	Information Operations
	Mobility Operations
	Plans and Programs
	Political-Military Strategist
	Space Operations

PART III - MEMBER'S COMMENTS	
Please only provide comments that detail your desire to attend specific schools, utility of attendance at those schools, and what general type of follow-on assignment would best utilize the education; also identify any special circumstances (i.e. joint spouse, etc.).	
<p>The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..</p>	

Comments: 330 characters remaining NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

PART IV - SENIOR RATER IDENTIFICATION DATA			
Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected			
SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible officer to indicate his or her Developmental Education preferences, for the applicant's rating chain to make recommendations to the Senior Rater, and for the Senior Rater to provide his or her recommendation to the Developmental Education process. The last four of the applicant's SSN is used for positive identification.
- DISCLOSURE:** The Member will submit his/her application to his/her immediate supervisor who will forward it through the rating chain to the Senior Rater. The Senior Rater will provide his/her recommendation and then sign the application, indicating nomination status and including comments for those nominated for Developmental Education. Completion of the application by the member is voluntary but failure to indicate preferences and/or provide comments may negatively impact on the member's selection for Developmental Education.

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.

For a list of school descriptions, go to: [Developmental Education](#)

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE	CORE ID	Year Group	Year of Eligibility
WEST DAVID	*****8101	CPT	33S	94	1st Look
LOCATION	E-MAIL ADDRESS				
PENTAGON					
PHONE DSN:					
555-6666					

☐ This officer is already a member of the system.

PART II - PREFERENCE

Select one of the items from the list

1ST	
2ND	
3RD	
4TH	
5TH	

PART III

(The Air Commanding General will review your comments and determine if you would best utilize the education; also identify any special circumstances)

The Air Commanding General will review your comments and determine if you would best utilize the education; also identify any special circumstances

in my first year of moving this summer and

Comments: 330 character

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Comments: 330 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible.

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, please contact your supervisor.

SRID NAME (Last, First, MI)

CFICS SMITH JAMES N

E-MAIL ADDRESS:

james.smith@hisbase.af.mil

PHONE DSN:

345-4455

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

Vector: (Indicate what school(s) the officer should attend)

Vector: 110 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible.

Rationale: (Indicate why particular school(s) should be selected)

Rationale: 220 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible.

Comments: (Stratification, emphasis/push for school, follow-on duty envisioned, etc.)

Comments: 220 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible.

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Provide your supervisor's e-mail address (application will be sent to that address)

Submit the form directly to the Senior Rater for review; to be used only by the last person in the rating chain for the applicant prior to the senior rater.

Here you can tell everyone why you should go to a particular developmental experience or why it should be this year. Include comments such as join spouse or humanitarian requirements. Also, in your comments, list degree programs you would be interested in if you are selected for AFIT or NPS if you haven't chosen them as one of your 5 choices because you could be vectored to those schools by your Development Team.

(Click Here to Continue)

The database where the SDE/IDE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected under 5 U.S.C. 552, 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). It must be protected or privacy act information removed prior to further disclosure.

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336

DSN: 665-2103/2576 or email HQ AFPC/DPAPDE

Air Force Personnel Center | Randolph AFB, TX 78150

Restart Menu Quit

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Comments: 330 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible.

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, please contact your supervisor.

SRID	NAME (Last, First, MI)
CFICS	SMITH JAMES N
E-MAIL ADDRESS:	PHONE DSN
james.smith@hisbase.af.mil	345-4455

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

Vector: (Indicate what school(s) the officer should attend)

ACSC is ideal for the career path he is currently on...

Vector: 55 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible.

Rationale: (Indicate why particular school(s) should be selected)

His focus on acquiring acquisition skills coupled with attendance at ACSC will...

Rationale: 139 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible.

Comments: (Stratification, emphasis/push for school, follow-on duty envisioned, etc.)

1 our of 5 IDE eligibles--must go this year...

Comments: 172 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible.

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Provide your super

These three blocks are available for you to make recommended comments for your rating chain to review/edit and eventually for your Senior Rater to use. Completing them is not required, but your raters will most likely welcome any ideas you can provide. **(Click Here To Continue)**

Here you can tell everyone why you should go to a particular developmental experience or why it should be this year. Include comments such as join spouse or humanitarian requirements. Also, in your comments, list degree programs you would be interested in if you are selected for AFIT or NPS.

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Comments: 330 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established

SRID

CFICS

E-MAIL ADDRESS:

james.smith@hisbase.af.mil

PART V - COMMANDER'S/SENIOR RATER'S COMMENTS

Vector: (Indicate what school(s) the candidate is attending or has attended)

ACSC is ideal for the candidate

Vector: 55 characters remaining

Rationale: (Indicate why particular schools are ideal for the candidate)

His focus on acquiring a master's degree in leadership will...

Rationale: 139 characters remaining

Comments: (Stratification, emphasis, etc.)

1 out of 5 IDE eligible

Comments: 172 characters remaining

PART VI - SELECT AN ACTION BEING TAKEN

"SAVE" to save your changes or "CANCEL" to cancel your changes

Provide your supervisor's e-mail address

Submit the form directly to the Senior Rater

You have several options here:

- You can save the application and come back later to complete your input. **We recommend that you SAVE FREQUENTLY to avoid loss of changes you make in the event of a web outage.**

- If you made changes you can cancel the changes and revert to previously saved comments

- You can finish your part of the process by entering the e-mail address of your supervisor and refer the application to that person by clicking on Sign and refer to next reviewer

- If you work directly for your Senior Rater you can finish your part in the process and make the application available to your senior rater by clicking on "Ready for Senior Rater Review"

- You can e-mail the content of the application to anyone to ask for feedback on your submission

- You can print the application for your records.

After the Senior Rater electronically signs your form, you will be able to see the comments and recommendation that went forward. That will be a good time to print a final copy.

(Click here  06 165005111)

Contact AFPC/DPAPDE so that it can be corrected

DUTY TITLE

CFC DCRAC

PHONE COMM:

Comments made are visible

Comments made are visible

Comments made are visible

Save

Cancel

Email Refer to:

Confirm Email:

Sign & Refer to next reviewer

Ready for Senior Rater Review

Email Form Print Form

The database where the SDE/IDE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336

DSN: 665-2103/2576 or email HQ AFPC/DPAPDE

Air Force Personnel Center | Randolph AFB, TX 78150

Restart Menu Quit

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Comments: 330 characters remaining

PART IV - SENIOR RATER

Your Senior Rater

SRID

CFICS

E-MAIL ADDRESS

james.smith

PART V - CO

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For this training, we will assume that you are ready to refer the application to your supervisor who is not your Senior Rater. You have entered his/her e-mail address in the form and will then click on the “

Sign & Refer to next Reviewer”

button . If you do not type the e-mail address correctly, your supervisor will not receive access to the system!!!

After you sign & refer your application you should **check to ensure** that your supervisor has received the e-mail providing him/her access!!!

"SAVE" to save your changes

Provide your supervisor's e-mail address (application will be sent to that address)

Submit the form directly to the Senior Rater for review; to be used only by the last person in the rating chain for the applicant prior to the senior rater.

Save

Cancel

Email Refer to:

My.reviewer@base.af.mil

Confirm Email:

My.reviewer@base.af.mil

Sign & Refer to next reviewer

Ready for Senior Rater Review

Email Form Print Form

The database where the SDE/IDE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

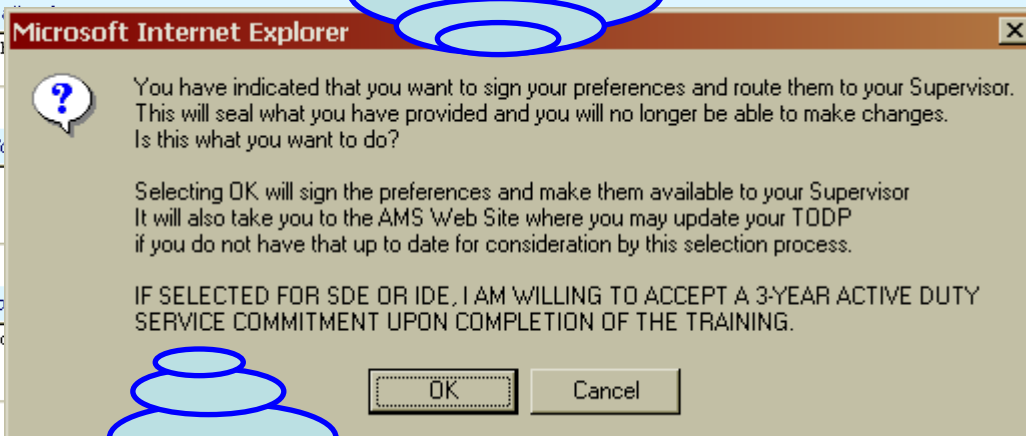
For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336

DSN: 665-2103/2576 or email HQ AFPC/DPAPDE

Air Force Personnel Center | Randolph AFB, TX 78150

Restart Menu Quit

A final warning appears asking you to make sure that you are ready to end your part in the process and refer the application to your supervisor. Clicking on **OK** will take you to the Assignment Management System where you can update your T-ODP to match your preferences in this Web-Based 3849.



By clicking on **OK**, you are also agreeing to accept a 3-year active duty service commitment if you are selected and complete the training

Save Cancel

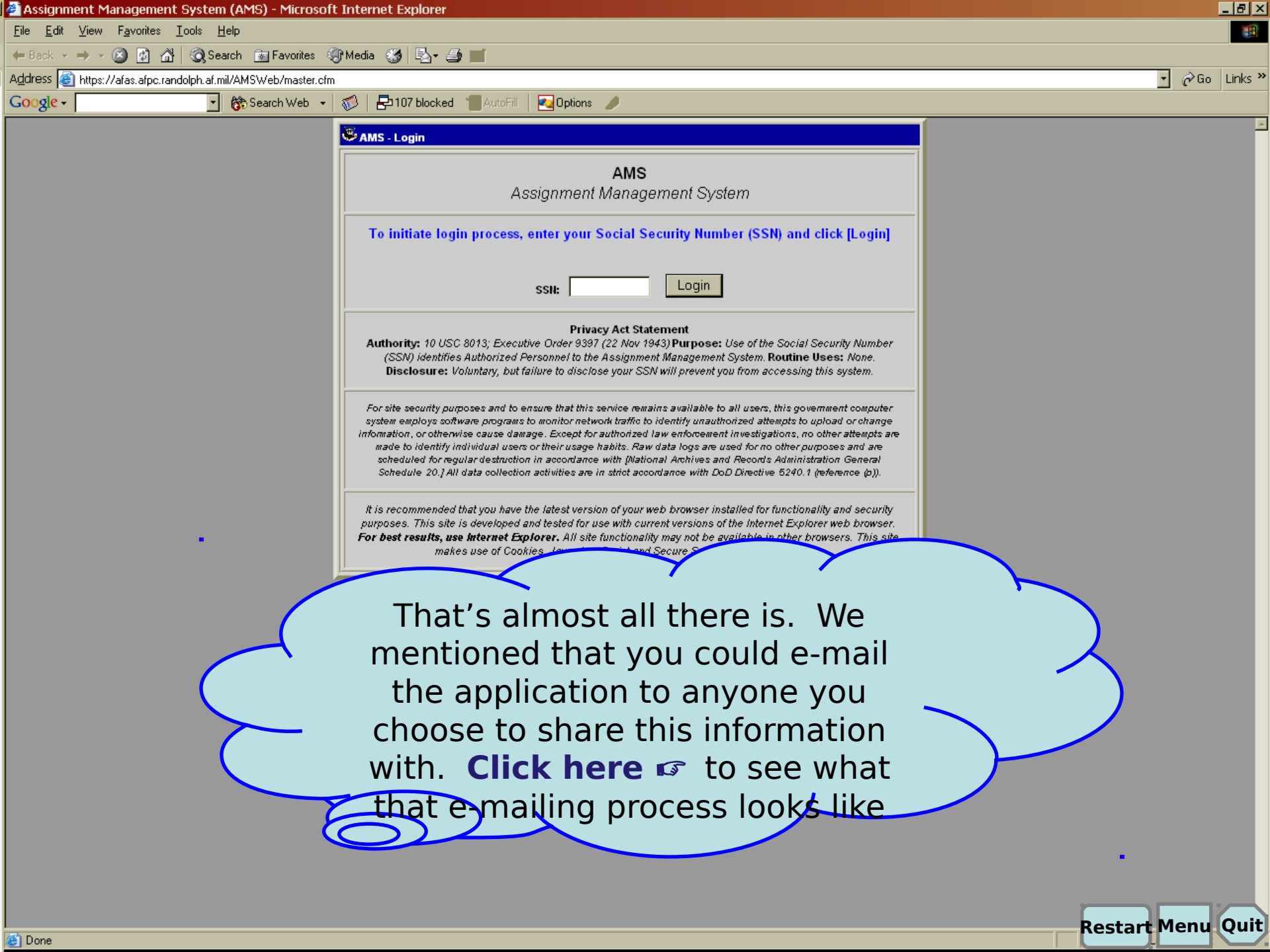
Email Refer to:
My.reviewer@base.af.mil

Confirm Email:
My.reviewer@base.af.mil

Sign & Refer to next reviewer

Ready for Senior Rater Review

Email Form Print Form



AMS - Login

AMS
Assignment Management System

To initiate login process, enter your Social Security Number (SSN) and click [Login]


SSN:

Privacy Act Statement

Authority: 10 USC 8013; Executive Order 9397 (22 Nov 1943) **Purpose:** Use of the Social Security Number (SSN) identifies Authorized Personnel to the Assignment Management System. **Routine Uses:** None. **Disclosure:** Voluntary, but failure to disclose your SSN will prevent you from accessing this system.

For site security purposes and to ensure that this service remains available to all users, this government computer system employs software programs to monitor network traffic to identify unauthorized attempts to upload or change information, or otherwise cause damage. Except for authorized law enforcement investigations, no other attempts are made to identify individual users or their usage habits. Raw data logs are used for no other purposes and are scheduled for regular destruction in accordance with [National Archives and Records Administration General Schedule 20.] All data collection activities are in strict accordance with DoD Directive 5240.1 (reference (a)).

It is recommended that you have the latest version of your web browser installed for functionality and security purposes. This site is developed and tested for use with current versions of the Internet Explorer web browser. **For best results, use Internet Explorer.** All site functionality may not be available in other browsers. This site makes use of Cookies, JavaScript, and Secure Sockets Layer (SSL) technology.

That's almost all there is. We mentioned that you could e-mail the application to anyone you choose to share this information with. **Click here**  to see what that e-mailing process looks like

From: HUDSPATH SAMUEL

To1: Mentor1@hisbase.af.mil

To2: Mentor2@herbase.yahoo.com

Subject:

Message:

This year I am eligible for consideration for Senior Developmental Education. I am thinking of nominating myself for a Rand Fellowship but would really like your opinion of what I have included in my comments and in the recommended comments for my Senior Rater. If


you have the time, can you let me know what you think?

Cancel

Send

The database where the SDE/IDE information is maintained and some of the documents/e-mail information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only. Privacy act information removed prior to further disclosure."

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336
DSN: 665-2103/2576 or email HQ AFPC/PS

You can e-mail the application to up to two mentors at a time and include comments so that they will understand what you want them to do. Their comments if requested would be e-mailed back to you at the e-mail address you verified in the application itself
(Click Here  To Continue)

From: HUDSPATH SAMUEL

To1: Mentor1@hisbase.af.mil

To2: Mentor2@herbase

Message:

This year
Develop
nom
my
yo
co
th

Now that you have finished the training, you probably want to go to see what the actual Web-Based 3849 looks like. Simply click on the link below and if you are on a computer that has access to the Internet, you will go straight to the log-in screen.

<https://www.afpc.randolph.af.mil/afpcsecure/Default.asp>

If you have any recommendations for improving this training or for improving the web site itself, please contact AFPC/DPAPE at officerpme@randolph.af.mil

(Click here to return to the index of training available)

Senior Rater's and Senior Rater's Agent's functionality is the same with two exceptions

1. Senior Rater's Agents can't sign the Nominations
2. Senior Rater's Agents can't appoint additional agents

We will provide training that covers all the functionality for Senior Raters. Senior Rater's Agents need to remember that when they log into their own AFPC Secure Account they will not be able to perform the two functions above.

(Click Here  To Continue)

Senior Rater
SMITH JAMES N

- ✖ This Web-Based 3849 takes the place of the AF Form 3849 and is being used for gathering officer, rating chain and senior rater Developmental Education recommendations. You must determine which applicants you are nominating and provide Senior Rater Vector, Rationale, and Comments for those you nominate. For those in their last year of eligibility that you are not nominating, you should provide rationale to assist the development team in their decision. Click on the Reports tab above to review the applicants assigned to you as of 1 Feb 2005 (accountability date). If there are any individuals that should not be on your list or if you believe there are any officers missing, please contact AFPC/DPAPDE and we will resolve the problem.
- ✖ You may appoint an agent/agents to have access to the records assigned to you. Please limit this appointment to those on your immediate staff that will be assisting you in preparing your nominations. Agents will have the ability to add and modify comments in the Vector, Rationale, and Senior Rater Comments blocks of the Web-Based 3849. They will also be able to act in your behalf and at an applicant's request unlock the record for the applicant to make changes after it has been "signed". They will not be able to sign the nomination for you nor unlock the record after you have signed it. To appoint agents, click on the Tab "My Agents" above and provide the required information.
- ✖ The list is coded so that you can identify applicants who have not begun their application process, those who have entered information but have not completed their input, and those who have signed their input. After you take your action, it will also show those that you have completed.
- ✖ You may sign the applications for those you do not want to nominate at any time. For those you want to nominate, the rating chain must indicate that they are "Senior Rater Ready" before you can act. You can make changes and save them as often as you wish. You can resign/resign any application until 16 Apr 05 when the system will become "Read Only." If you believe it would be in the best interest of the applicant to make a change to his/her input, you can unlock the form and notify them that they should consider making changes to their portion of the input. Once you resign for an applicant they must resign for you to take action. Applications must be completed (all signed by the senior rater as either nominated or not nominated) by COB 15 Apr 05 as the system will change to "Read Only" on 16 Apr 05.
- ✖ Clicking on the Reports Tab above will open the list. It can be sorted by the columns. There is an e-mail and print capability to allow the officer and yourself to provide copies of the completed form to anyone you wish. Detailed instructions have been provided to MAJCOM POCs and they can be contacted with any questions about this process.

The database where the SDE/IDE information is maintained and some of the documents/Amended Applies, and it is For Official Use only. Information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as

This is the welcoming page for Senior Raters. General instructions here help to guide you through the process but more extensive instructions should come from your management level. Click on the Reports tab above to navigate to training on that subject.

Snapshot Report

The list is coded so that you can identify applicants who have not begun the application process, those who have entered information but have not completed their input, those who have signed their input and forwarded the application to their rating chain and the ones that have been finalized by the rating chain and are ready for Senior rater action. You will be able to tell which eligibles the Senior Rater has taken action on and once the Senior Rater takes action, you will be able to tell the nomination status of each eligible.

IDE/SDE	SRID	SR Ready	SR Signed	Member Signed	Comments	No Comments	All Applicants
IDE	CF1CS	1	2	1	1	1	3
SDE	CF1CS	1	3	2		1	3
IDE	UN1MC		1	1		1	2
SDE	UN1MC	3	3	4		3	7

Management List

The database where the SDE/IDE information is stored contains documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Official Use Only (FOUO). "It must be protected or privacy removed prior to release." Operations concern

This is the overall status screen. It shows the SRIDs assigned to you as Senior Rater and the number of applications in each category. If the SRIDs are not correct, please have your representative contact AFPC/DPAPE at DSN 665-2103 so they can make the correction.
(Click Here To Continue)

Snapshot Report

The list is coded so that you can identify applicants who have not begun the application process, those who have entered information but have not completed their input, those who have signed their input and forwarded the application to their rating chain and the ones that have been finalized by the rating chain and are ready for Senior rater action. You will be able to tell which eligibles the Senior Rater has taken action on and once the Senior Rater takes action, you will be able to tell the nomination status of each eligible.

IDE/SDE	SRID	SR Ready	SR Signed	Member Signed	Comments	No Comments	All Applicants
IDE	CF1CS	1	2	1	1	1	3
SDE	CF1CS	1	3	2		1	3
IDE	UN1MC		1	1		1	2
SDE	UN1MC	3	3	4		3	7

Management List

The database where the SDE/IDE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336
DSN: 665-2103/2576 or email HQ AFPC/DPAPDE

The numbers show how many applications are in the following status:

- SR Ready-Member and Rating chain have completed their tasks-Ready for SR Nomination
- SR Signed-Those that you have signed as either nominate or not nominate
- Member Signed-Member has completed their task but rating chain is still reviewing
- Comments-Member has at least started the process, but has not signed the application
- No Comments-Applications where the member has not acted at all
- All Applicants - The number of eligibles in each category (by SRID and Development level)

Development level

(Click on the 3 under IDE/SRID-CF1S-All Applicants (upper right hand cell of the table above) to see a list of those three eligibles))

Management Listing

The list is coded so that you can identify applicants who have not begun the application process, those who have entered information but have not completed their input, those who have signed their input and forwarded the application to their rating chain and the ones that have been finalized by the rating chain and are ready for Senior rater action. You will be able to tell which eligibles the Senior Rater has taken action on and once the Senior Rater takes action, you will be able to tell the nomination status of each eligible.

Filter:
 Select SRID:
 Applicant: ☐ All ☒ IDE ☐ SDE
 Sort By:

Intermediate Developmental Education

¹Nominated ²Select ³Ops Deferred ⁴Member Comments ⁵Member Signed ⁶SR Ready ⁷SR Signed ⁸Recommendation

¹ N	Name	Grade	SRID	CoreID	Location	Year	Year Eligibility	² S	³ Ops	⁴ MC	⁵ MS	⁶ SRR	⁷ SS	⁸ R
<input type="checkbox"/>	GEORGE DARREN W	CPT	CF1CS	35P	YONG SAN	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	SAMUEL LAURELM	MAJ	CF1CS	12A	YONG SAN	91	Last Look	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	WEST DAV	CPT	CF1CS	33S	PENTAGON	94	1st Look	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The database where the SDE/IDE information is stored

Privacy Act of 1974 as

This is the heart of the process. Each eligible in the category selected is shown with individual status information. The report columns are defined above the table.

By clicking on the member's name, you open the individual nomination electronic form. Try clicking on **West David** for an example of the Web-Based 3849, since he is SR Ready.

Lots to look at here:

- Information about the member and his eligibility

(Click Here  To Continue)

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible officer to indicate his or her Developmental Education preference to the Senior Rater to provide his or her recommendation to the Developmental Education process.
 - DISCLOSURE:** The Member will submit his/her application to his/her immediate supervisor who will forward it through the rating chain to the Senior Rater. The Senior Rater will provide his/her recommendation and then sign the application, indicating nomination status and including comments for those nominated for Developmental Education. Completion of the application by the member is voluntary but failure to indicate preferences and/or provide comments may negatively impact on the member's selection for Developmental Education.
- Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read only on 16 Apr 2005.
- For a list of school descriptions, go to: [Developmental Education](#)

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE	CORE ID	Year Group	Year of Eligibility
WEST DAVID	*****8101	CPT	33S	94	1st Look
LOCATION	E-MAIL ADDRESS				
PENTAGON	test@test.com				
PHONE DSN:	PHONE COMM:				
555-6666	666-7777				

☐ Select

☐ This officer is already designated to attend a school, but a revalidation nomination must be completed.

PART II - PREFERENCES

1ST Air Command & Staff College (ACSC) - Either	Acquisition Management
2ND USAFA Squadron AOC - UCCS Counseling	Prep School
3RD Army Command & General Staff College	
4TH Advanced Study in Air Mobility	
5TH Air Force Institute of Technology (AFIT)	Acquisition & Contract Management

PART III - MEMBER'S COMMENTS

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Member signed form on: 2/2/2005 11:07:58 AM

[Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPARDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:	PHONE DSN:	PHONE COMM:	
james.smith@hisbase.af.mil	345-4455		

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
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Restart Menu Quit

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible officer to indicate his or her Developmental Education Senior Rater to provide his or her recommendation to the Developmental Education process.
 - DISCLOSURE:** The Member will submit his/her application to his/her immediate supervisor who will then sign the application, indicating nomination status and including comments for those not nominated. Preferences and/or provide comments may negatively impact on the member's selection for promotion.
- Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 must be completed by that date.
- For a list of school descriptions, go to: [Developmental Education](#)

Lots to look at here:

- Information about the member and his eligibility
 - Members Preferences
 - Member Comments
- (Click Here  To Continue)**

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE	CORE ID	Year Group	Year of Eligibility
WEST DAVID	*****8101	CPT	33S	94	1st Look
LOCATION	E-MAIL ADDRESS				
PENTAGON	test@test.com				
PHONE DSN:	PHONE COMM:				
555-6666	666-7777				

☐ Select

☐ This officer is already designated to attend a school, but a revalidation nomination must be completed.

PART II - PREFERENCES

1ST Air Command & Staff College (ACSC) - Either	Acquisition Management
2ND USAFA Squadron AOC - UCCS Counseling	Prep School
3RD Army Command & General Staff College	
4TH Advanced Study in Air Mobility	
5TH Air Force Institute of Technology (AFIT)	Acquisition & Contract Management

PART III - MEMBER'S COMMENTS

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Member signed form on: 2/2/2005 11:07:58 AM

[Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:	PHONE DSN:	PHONE COMM:	
james.smith@hisbase.af.mil	345-4455		

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
---------------	----------------	-------	--------

Restart Menu Quit

AFPC Air Force Personnel Center

IDE/SDE Homepage Reports My Agents Rol

IDE Preference Web-Based 3849

PURPOSE: To provide a vehicle for the each eligible officer to indicate his or her Developmental Education process.

DISCLOSURE: The Member will submit his/her application to his/her immediate supervisor who then sign the application, indicating nomination status and including comments for those not. preferences and/or provide comments may negatively impact on the member's selection for

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 is

For a list of school descriptions, go to: [Developmental Education](#)

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE
WEST DAVID	*****8101	CPT
LOCATION	E-MAIL ADDRESS	
PENTAGON	test@test.com	
PHONE DSN:		
555-6666		

☐ Select

☐ This officer is already designated to attend a school, but a revalidation nomination must be completed

PART II - PREFERENCES

1ST Air Command & Staff College (ACSC) - Either
2ND USAFA Squadron AOC - UCCS Counseling
3RD Army Command & General Staff College
4TH Advanced Study in Air Mobility
5TH Air Force Institute of Technology (AFIT)

PART III - MEMBER'S COMMENTS

The Air Command and Staff program would prepare me for.... I realize in my first year of eligibility, but with 4 years on station, I am considering moving this summer and going to developmental education would..

Member signed form on: 2/2/2005 11:07:58 AM [Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater information

SRID	NAME (Last, First, MI)
CF1CS	SMITH JAMES N
E-MAIL ADDRESS:	
james.smith@hisbase.af.mil	

345-4455

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
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Lots to look at here:

- Information about the member and his eligibility
- Members Preferences
- Member Comments
- A Button that allows the Senior Rater or his/her agent to unassign the Member's portion of the application to allow the member to make changes. As the system **will NOT** notify the member that you have taken this action, be sure to contact him/her explaining why you have returned the application. Also instruct him/her on how to route the application after making changes and resigned it. Finally, please insure that he/she understands that even if no changes are made, the application **MUST be resigned** and routed as instructed or their Senior Rater cannot nominate them.

(Click Here  To Continue)

PURPOSE: To provide a vehicle for the Senior Rater to provide his or her recommendation on the application.

DISCLOSURE: The Member will submit the application, indicating his or her preferences and/or provide comments.

Note: Since all recommendations must be submitted by the Senior Rater, the Member must sign the application, indicating his or her preferences and/or provide comments.

For a list of school descriptions, go to the School Selection page.

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)
WEST DAVID

LOCATION
PENTAGON

PHONE DSN:
555-6666

Select
This officer is already designated to attend a school.

PART II - PREFERENCES

1ST Air Command & Staff College (ACSC)

2ND USAFA Squadron AOC - UCCS

3RD Army Command & General Staff College (ACGSC)

4TH Advanced Study in Air Mobility (ASAM)

5TH Air Force Institute of Technology (AFIT)

PART III - MEMBER'S COMMENTS

The Air Command and Staff College program is my first year of eligibility, moving this summer and going to the Air Force Institute of Technology.

Member signed form on: 2/2/2005 11:07 AM

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on the following information:

SRID NAME (Last, First, MI)
CFICS SMITH JAMES

E-MAIL ADDRESS:
james.smith@hisbase.af.mil

PART V - COMMANDER'S/SENIOR RATER'S REVIEW

REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
Kathryn Ashton	Kathryn.ashton@randolph.af.mil	665-1235	1/20/2005 12:22:47 PM
REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
David West	David.west@randolph.af.mil		1/24/2005 8:22:19 AM

Vector: (Indicate what school(s) the officer should attend)

Lots to look at here:

- Information about the member and his eligibility
- Members Preferences
- Member Comments
- A Button that allows the Senior Rater or his/her agent to unsign the Members portion of the application to allow the member to make changes. As the system **will NOT** notify the member that you have taken this action, be sure to contact him/her explaining why you have returned the application. Also instruct him/her on how to route the application after making changes and resigned it. Finally, please insure that he/she understands that even if no changes are made, the application **MUST** be resigned and routed as instructed or their Senior Rater cannot nominate them.
- And a list of rating chain members who have reviewed the application

(Click Here To Scroll Down)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears

SRID	NAME (Last, First, MI)	
CFICS	SMITH JAMES N	
E-MAIL ADDRESS:		PHONE:
james.smith@hisbase.af.mil		345-4

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	P
Kathryn Ashton	david.ashton@randolph.af.mil	6
REVIEWER NAME	E-MAIL ADDRESS	P
	david.ashton@randolph.af.mil	

Vector: (Indicate what school(s) the officer should attend)

&CSC with emphasis in Acquisition...

Vector: **74** characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed.

Rationale: (Indicate why particular school(s) should be selected)

His past emphasis in acquiring acquisition skills will...

Rationale: **163** characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

Comments: (Stratification, emphasis/push for school, follow-on duty envisioned, etc)

My # 1 Pick out of 5 eligibles...

Comments: **187** characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

☒ Recommendation

If checked, it means that the applicant is recommended to be nominated and you must include comments in Vector, Rationale, and Comments section of this form. If not checked, it means that the applicant is recommended not to be nominated no matter what is included in the Vector, Rationale, or Comments portion of this form.

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Save

Cancel

Provide reviewer's e-mail address (application will be sent to that address)

Email Refer to:

Confirm Email:

Refer to Reviewer

Select "NOMINATED" or "NOT NOMINATED"

Nominated

Not Nominated

[Back to Management List](#) [Email Form](#) [Print Form](#)

The database where the SDE/IDE Information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336

DSN: 665-2103/2576 or email HQ AFPC/DPAPDE

Air Force Personnel Center | Randolph AFB, TX 78150

Restart Menu Quit

More:

- Proposed comments for your use. These may have started with the member and may have been modified by each reviewer. You and/or your agent may modify them until they say what you want them to say.

(Click Here  To Continue)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated a person

SRID	NAME (Last, First, MI)
CFICS	SMITH JAMES N
E-MAIL ADDRESS:	PHONE:
james.smith@hisbase.af.mil	345-4

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	P
Kathryn Ashton	david.ashton@randolph.af.mil	66
REVIEWER NAME	E-MAIL ADDRESS	P
	david.ashton@randolph.af.mil	

Vector: (Indicate what school(s) the officer should attend)

&CSC with emphasis in Acquisition...

Vector: 74 characters remaining NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

Rationale: (Indicate why particular school(s) should be selected)

His past emphasis in acquiring acquisition skills will...

Rationale: 163 characters remaining NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

Comments: (Stratification, emphasis/push for school, follow-on duty envisioned, etc.)

My # 1 Pick out of 5 eligibles...

Comments: 187 characters remaining NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

☒ Recommendation

If checked, it means that the applicant is recommended to be nominated and you must include comments in Vector, Rationale, and Comments section of this form. If not checked, it means that the applicant is recommended not to be nominated no matter what is included in the Vector, Rationale, or Comments portion of this form.

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Save

Cancel

Provide reviewer's e-mail address (application will be sent to that address)

Email Refer to:

Confirm Email:

Refer to Reviewer

Select "NOMINATED" or "NOT NOMINATED"

Nominated

Not Nominated

[Back to Management List](#) [Email Form](#) [Print Form](#)

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Air Force Personnel Center | Randolph AFB, TX 78150

Restart

Menu

Quit

More:

- Proposed comments for your use. These may have started with the member and may have been modified by each reviewer. You and/or your agent may modify them until they say what you want them to say.
 - A recommendation from the last reviewer
- (Click Here To Continue)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 20

SRID	NAME (Last, First, Middle)	TITLE
CFICS	SMITH	
E-MAIL ADDRESS:		
james.smith@hisbase.af.mil		

PART V - COMMANDER'S/SENIOR

REVIEWER NAME	
Kathryn Ashton	12:22:47 PM
REVIEWER NAME	
	12:19 AM

Vector: (Indicate)

ACSC with emp

Vector: 74 characters remaining

Rationale: (Indicate why)

His past emphasis

Rationale: 163 characters remaining

Comments: (Stratification, etc.)

My # 1 Pick out of 5 eligibles...

Comments: 187 characters remaining

☒ Recommendation

If checked, it means that the applicant is recommended for nomination. If not checked, it means that the applicant is recommended not to be nominated no matter what the Vector, Rationale, or Comments section of this form.

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Provide reviewer's e-mail address (application will be sent to that address)

Select "NOMINATED" or "NOT NOMINATED"

Save

Cancel

Email Refer to:

Confirm Email:

Refer to Reviewer

Nominated

Not Nominated

[Back to Management List](#) [Email Form](#) [Print Form](#)

The database where the SDE/IDE Information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

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Restart Menu Quit

If you make changes to the recommended comments and decide that you want to revert to the previous comments, simply select cancel and the comments will be restored. When you want to save them, click on save. **We recommend that you SAVE FREQUENTLY to avoid loss of changes you make in the event of a web outage.**

(Click Here To Continue)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:		PHONE DSN:	PHONE COMM:
james.smith@hisbase.af.mil		345-4455	

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
Kathryn Ashton	david.ashton@randolph.af.mil	665-1235	1/20/2005 12:22:47 PM
REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
	david.ashton@randolph.af.mil		1/24/2005 8:22:19 AM

Vector: (Indicate what school(s) the officer should attend)

&CSC with emphasis in &acquisition...

Vector: **74** characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

Rationale: (Indicate why particular school(s) should be selected)

His past emphasis in acquiring acquisition skills will...

Rationale: **163** characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

Comments: (Stratification, emphasis/push for school, follow-on duty envisioned, etc.)

My # 1 Pick out of 5 eligibles

Comments:

" keys. They will be removed to ensure that all comments made are visible

☒ Recommended: If the officer is nominated and you must include comments in Vector, Rationale, and Comments section of this form. If not checked, it means that the officer is not included in the Vector, Rationale, or Comments portion of this form.

PART VI

	<input type="button" value="Save"/> <input type="button" value="Cancel"/>
Email Refer to:	<input type="text" value="Next.reviewer@base.af.mil"/>
Confirm Email:	<input type="text" value="Next.reviewer@base.af.mil"/>
	<input type="button" value="Refer to Reviewer"/>
	<input type="button" value="Nominated"/> <input type="button" value="Not Nominated"/>

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PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected.

SRID NAME (Last, First, MI)

CFICS SMITH JAMES N

E-MAIL ADDRESS:

james.smith@hisbase.af.mil

PART V - COMMANDER'S/SENIOR RATER'S REVIEW

REVIEWER NAME

Kathryn Ashton

REVIEWER NAME

Vector: (Indicate what school)

&CSC with emphasis

Vector: 74 characters remaining

Rationale: (Indicate why particular)

His past emphasis in s

Rationale: 163 characters remaining

Comments: (Stratification, emphasis/push for)

My # 1 Pick out of 5 eligibles...

Comments: 187 characters remaining

☒ Recommendation

NOTE: Do not use "carriage returns" or "enter" keys. If checked, it means that the applicant is recommended to be nominated and you must include comments. If not checked, it means that the applicant is recommended not to be nominated no matter what is included in the Vector, Rationale, or Comments section of this form.

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Provide reviewer's e-mail address (application will be sent to that address)

Select "NOMINATED" or "NOT NOMINATED"

Nominated

Not Nominated

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PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected.

SRID NAME (Last, First, MI)

CFICS SMITH JAMES N

E-MAIL ADDRESS:

james.smith@hisbase.af.mil

PART V - COMMANDER'S/SENIOR RATER'S REVIEW

REVIEWER NAME

Kathryn Ashton

REVIEWER NAME

Vector: (Indicate what so

&CSC with empha

Vector: 74 charac

Rationale: (Indicat

His past empl

Rationale

Comme

My #

Comm

Rec

PART VI - SIGNATURE

"SAVE" to

Provide r

Select "NOMINATED"

When you are completely satisfied with the comments you have provided, select the "NOMINATED" button to set the nomination as final.

You can also e-mail the content of the nomination to anyone by clicking on e-mail, entering their e-mail address and any comments you would like to make in the form provided, and clicking on Send. This process might be used to obtain information from someone outside of the member's rating chain, though not a requirement of this process. And, finally, you can print the form for your review/records.

(Click Here To Continue)

Comments made are visible

able, and Comments section of this form. If not checked, it means that the form.

Cancel

Nominated

Back to Management List Email Form Print Form

The database where the SD

is page please call COMM: 210-565-2103/2576 FAX: 210-565-2336
IN: 665-2103/2576 or email HQ AFPC/DPAPDE
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Management Listing

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Filter:
 Select SRID:
 Applicant: ☐ All ☒ IDE ☐ SDE
 Sort By:

Intermediate Developmental Education

¹Nominated ²Select ³Ops Deferred ⁴Member Comments ⁵Member Signed ⁶SR Ready ⁷SR Signed ⁸Recommendation

¹ N	Name	Grade	SRID	CoreID	Location	Year	Year Eligibility	² S	³ Ops	⁴ MC	⁵ MS	⁶ SRR	⁷ SS	⁸ R
<input type="checkbox"/>	GEORGE DARREN W	CPT	CF1CS	35P	YONG SAN	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	SAMUEL LAUREL M	MAJ	CF1CS	12A	YONG SAN			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	WEST DAVID	CPT	CF1CS					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

You'll notice that Capt West has now been coded as nominated (this would happen if you had selected nominated on the last screen). Since the other eligibles records are not Senior Rater Ready, you can't nominate them at this time. This listing allows your agent to monitor the status of those that you are considering nominating and encouraging the members and their rating chains to complete their recommendations.

(Click Here  To Continue)

Management Listing

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Filter: Select SRID: Applicant: ☐ All ☒ IDE ☐ SDE Sort By:


Intermediate Developmental Education

¹Nominated ²Select ³Ops Deferred ⁴Member Comments ⁵Member Signed ⁶SR Ready ⁷SR Signed ⁸Recommendation

¹ N	Name	Grade	SRID	CoreID	Location	Year	Year Eligibility	² S	³ Ops	⁴ MC	⁵ MS	⁶ SRR	⁷ SS	⁸ R
<input type="checkbox"/>	GEORGE DARREN W	CPT	CF1CS	35P	YONG SAN	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	SAMUEL LAUREL M	MAJ	CF1CS	12A	YONG SAN	91	Last Look	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	WEST DAVID	CPT	CF1CS	33S	PENTAGON	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

SIGN as NOT Nominated

The database where the SDE/IDE information is stored contains information that is exempt from public release under the Freedom of Information Act (5 U.S.C. 552). This information is protected under E.O. 13526, 5400.11; Privacy Act of 1974 as amended. It is For Official Use Only (FOUO) and is not to be released to the public. It is the property of the Department of Defense and is to be controlled, stored, handled, transmitted, and disposed of in accordance with DoD policy. It is to be protected from unauthorized disclosure, use, or release. It is to be controlled, stored, handled, transmitted, and disposed of in accordance with DoD policy. It is to be protected from unauthorized disclosure, use, or release.

You can however, “not nominate” any application at any time, and you can either do it en mass, or one at a time. If there are eligibles that you know you won’t nominate, you could make them ineligible and keep them from providing their input by “not nominating” them at the start of the Developmental Education process.
(Click Here  To Continue)

Management Listing

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Filter: Select SRID: Applicant: ☐ All ☒ IDE ☐ SDE Sort By:

Intermediate Developmental Education

¹Nominated ²Select ³Ops Deferred ⁴Member Comments ⁵Member Signed ⁶SR Ready ⁷SR Signed ⁸Recommendation

¹ N	Name	Grade	SRID	CoreID	Location	Year	Year Eligibility	² S	³ Ops	⁴ MC	⁵ MS	⁶ SRR	⁷ SS	⁸ R
<input checked="" type="checkbox"/>	GEORGE DARREN W	CPT	CF1CS	35P	YONG SAN	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	LAURELM	MAJ	CF1CS	12A	YONG SAN	91	Last Look	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	WEST DAVID	CPT	CF1CS	33S	PENTAGON	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

SIGN as NOT Nominated

The database where the SDE... of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions...

You would do that by clicking on each eligible that you want to "not nominate" (Like Capt George on this list) and then clicking on the "Sign and NOT Nominate Button".

Management Listing

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Filter:
 Select SRID:
 Applicant: ☐ All ☒ IDE ☐ SDE
 Sort By:

Intermediate Developmental Education

¹Nominated ²Select ³Ops Deferred ⁴Member Comments ⁵Member Signed ⁶SR Ready ⁷SR Signed ⁸Recommendation

¹ N	Name	Grade	SRID	CoreID	Location	Year	Year Eligibility	² S	³ Ops	⁴ MC	⁵ MS	⁶ SRR	⁷ SS	⁸ R
<input type="checkbox"/>	SAMUEL LAUREL M	MAJ	CF1CS	12A	YONG SAN	91	Last Look	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	GEORGE DARREN W	CPT	CF1CS	35P	YONG SAN	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	WEST DAVI	CPT	CF1CS	33S	PENTAGON	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

SIGN as NOT Nominated

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Here are the results of taking that action. If you want to change that "not Nominate" status, you would open his record by clicking on his name...

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible officer to indicate his or her Developmental Education preferences, for the applicant's rating chain to make recommendations to the Senior Rater, and for the Senior Rater to provide his or her recommendation to the Developmental Education process. The last four of the applicant's SSN is used for positive identification.
- DISCLOSURE:** The Member will submit his/her application to his/her immediate supervisor who will forward it through the rating chain to the Senior Rater. The Senior Rater will provide his/her recommendation and then sign the application, indicating nomination status and including comments for those nominated for Developmental Education. Completion of the application by the member is voluntary but failure to indicate preferences and/or provide comments may negatively impact on the member's selection for Developmental Education

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.

For a list of school descriptions, go to: [Developmental Education](#)

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE	CORE ID	Year Group	Year of Eligibility
GEORGE DARREN W	*****8102	CPT	350	04	1st Look
LOCATION	E-MAIL ADDRESS				
YONG SAN					
PHONE DSN:					
210-3269999					
<input type="checkbox"/> Select <input type="checkbox"/> This officer is already designated to attend					

Scroll down by clicking here...

PART II - PREFERENCES

1ST	Air Command & Staff College (AFSC)	Information Operations
2ND		
3RD		
4TH		
5TH		

PART III - MEMBER'S COMMENTS

Member signed form on: 1/31/2005 4:27:15 PM

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:	PHONE DSN:	PHONE COMM:	
james.smith@hisbase.af.mil	345-4455		

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

Vector: (Indicate what school(s) the officer should attend)

210-3269999

555-6666

☐ Select☐ This officer is already designated to attend a school, but a revalidation nomination must be completed.

PART II - PREFERENCES

1ST	Air Command & Staff College (ACSC) - December 2005	Information Operations
2ND		
3RD		
4TH		
5TH		

PART III - MEMBER'S COMMENTS

Member signed form on: 1/31/2005 4:27:15 PM

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the sen

SRID	NAME (Last, First, MI)
CF1CS	SMITH JAMES N

E-MAIL ADDRESS:

james.smith@hisbase.af.mil

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

Vector: (Indicate what school(s) the officer should attend)**Rationale:** (Indicate why particular school(s) should be selected)**Comments:** (Stratification, emphasis/push for school, follow-on duty envisioned, etc.)☐ Recommendation

If checked, it means that the applicant is recommended to be **RECOMMENDED** and you must include comments in Vector, Rationale, and Comments section of this form. If not checked, it means that the applicant is recommended not to be nominated no matter what is included in the Vector, Rationale, or Comments portion of this form.

☐ Nominated

If checked, it means that the applicant IS NOMINATED. ☒ If checked, it means that the applicant IS NOT NOMINATED.

Senior Rater signed form on: 2/2/2005 11:26:51 AM

[Unsign Senior Rater Nomination](#)[Back to Management List](#) [Email Form](#) [Print Form](#)

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[Restart](#) [Menu](#) [Quit](#)

Click on the “
**Unsign Senior Rater No
mination”**
button, and....

Management Listing

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Filter:
 Select SRID:
 Applicant: ☐ All ☒ IDE ☐ SDE
 Sort By:


Intermediate Developmental Education

¹Nominated ²Select ³Ops Deferred ⁴Member Comments ⁵Member Signed ⁶SR Ready ⁷SR Signed ⁸Recommendation

¹ N	Name	Grade	SRID	CoreID	Location	Year	Year Eligibility	² S	³ Ops	⁴ MC	⁵ MS	⁶ SRR	⁷ SS	⁸ R
<input type="checkbox"/>	GEORGE DARREN W	CPT	CF1CS	35P	YONG SAN	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	SAMUEL LAUREL M	MAJ	CF1CS	12A	YONG SAN	91	Last Look	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	WEST DAVID	CPT	CF1CS	33S	PENTAGON	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

SIGN as NOT Nominated

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And Capt George is back in the game.
(Click Here  To Continue)

Management Listing

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Filter:

All

Senior Rater Signed

Members Signed

Members with Comments

Members with No Comments

Senior Rater Ready

All

Select SRID:

CF1CS

Applicant:

☐ All
 ☒ IDE
 ☐ SDE

Sort By:

Nominated + Name

1 Nominated

2 Select

3 Ops Deferred

4 Member Comments

5 Member Signed

6 SR Ready


7 SR Signed

8 Recommendation

	Grade	SRID	Cor ID	Location	Year	Year Eligibility	2S	3Ops	4MC	5MS	6SRR	7SS	8R
	CPT	CF1CS	35P	YONG SAN	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	MAJ	CF1CS	12A	YONG SAN	94	Last Look	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	CPT	CF1CS	33S	PENTAGON	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

The database where the SDE/IDE information is stored

5400.11; Privacy Act of 1974 as

Another capability is accessed through the buttons and pull-down menus near the top. If you select all the applicants and all SRIDs assigned to you, and all status codes, you will view a complete list of applicants assigned to you. Or you can select any combination of these three factors to tailor your list
(Click Here  To Continue)

Management Listing

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Filter: Select SRID: Applicant: ☐ All ☒ IDE ☐ SDE Sort By:

Intermediate Developmental Education

¹ N	Name	Grade	SRID	CoreID	Location	Year	Year	² Ops	³ MC	⁴ MS	⁵ SRR	⁶ SS	⁷ R	⁸ Recommendation
<input type="checkbox"/>	GEORGE DARREN W	CPT	CF1CS	35P	YONG SAN	94	1st L	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	SAMUEL LAUREL M	MAJ	CF1CS	12A	YONG SAN	91	Last	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	WEST DAVID	CPT	CF1CS	33S	PENTAGON	94	1st L	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

SIGN as NOT Nominated

The database where the SDE/IDE Information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

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You can also sort the lists by these categories

(Click Here  To Continue)

Snapshot Report

The list is coded so that you can identify applicants who have not begun the application process, those who have entered information but have not completed their input, those who have signed their input and forwarded the application to their rating chain and the ones that have been finalized by the rating chain and are ready for Senior rater action. You will be able to tell which eligibles the Senior Rater has taken action on and once the Senior Rater takes action, you will be able to tell the nomination status of each eligible.

IDE/SDE	SRID	SR Ready	SR Signed	Member Signed	Comments	No Comments	All Applicants
IDE	CF1CS	2	1	2		1	3
SDE	CF1CS	1	3	2		1	3
IDE	UN1MC		1	1		1	2
SDE	UN1MC	3	3	4		3	7

Management List

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For questions concerning this page please call: DSN: 665-2103/2576 FAX: 210-565-2336
HQ AFPC/DPAPDE

You've probably wondered what the button labeled Management List does.
Click on it to open another form of report

Management Listing

Intermediate Developmental Education

Here is the same information available on the individual applications, but you can either export it to Excel or print it as a roster. This would most likely be used at the end of the process when you have completed all of your actions, to keep a record of what you have forwarded for consideration.

(Click Here  To Continue)

Senior Developmental Education

Restart Menu Quit

Snapshot Report

The list is coded so that you can identify applicants who have not begun the application process, those who have entered information but have not completed their input, those who have signed their input and forwarded the application to their rating chain and the ones that have been finalized by the rating chain and are ready for Senior rater action. You will be able to tell which eligibles the Senior Rater has taken action on and once the Senior Rater takes action, you will be able to tell the nomination status of each eligible.

IDE/SDE	SRID	SR R	Signed	Member Signed	Comments	No Comments	All Applicants
IDE	CF1CS		1	2		1	3
SDE	CF1CS	1	3	2		1	3
IDE	UN1MC		1	1		1	2
SDE	UN1MC	3	3	4		3	7

Management List

The database where the SDE/IDE information is maintained and some of the information in this database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only. This information must be protected or privacy act information removed prior to further disclosure.

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336
DSN: 665-2103/2576 or email [HQ AFPC/DPAPDE](#)

One other functionality that you will most likely use is assigning someone (you may assign more than one) in your office to be an agent for you. Agents will be able to act as if they were the Senior Rater with the exception of signing the nominations and appointing other agents. Click on the **"My Agents"** tab to access this function.

Add Agent


Agent Name (Click to edit)	Email	DSN
SMITH JAMES N	james.smith@hisbase.af.mil	345-4455
GARCON LUIS	Luis.Garcon@Randolph.af.mil	565-4444
LUIS SAM	Luis@test.com	565-2233
TEST SALLY	test@test.com	210-555-6556

The database where the SDE/IDE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

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DSN: 665-2103/2576 or email [HQ AFPC/DPAPDE](#)

This screen allows you to edit an existing agent by clicking on the name and changing their information, or add and additional agent by clocking on the **Add Agent Button**

Agent Information

 You may add as many agents as needed. Please limit agents to those on your personal staff that will be working the SDE/IDE nomination process with you. Once you add an agent, they will normally have access to the system within one workday. If they are an AF Employee (AF active, guard or reserve Military or AF Civilian,) and already have an AFPC Secure account for accessing other systems, the new IDE_SDE button will appear. Please indicate that they are an AF Employee by entering a "Y" in the box. If they are not an AF employee (Other Service Employee, Other Department Employee, Contractor, or Other country military or civilian employee) then please enter a "N" in the box. We will use the information provided to create an AFPC Secure account and when they receive an e-mail providing their User ID and password they may access the system. This may delay their access by a day so please allow additional time if your agent is not an AF Employee.

Agent SSAN: (no dashes)

Name:

Email:

DSN:

AF Employee (Y/N)?:

The database where the SDE/IDE Information is maintained and some of the data contained therein may contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only. Do not disseminate or privacy act information removed prior to further disclosure.

For questions, call 210-565-... or 210-565-...

Add all the information and then click on the "Save" button. The question "AF Employee (Y/N)? Determines the process used to grant the agent access to the system. If the agent is an AF employee, they will have access almost immediately. IF they are not, it will normally take a day or so to build them an account and grant them access.
(Click on the "Save" Button to continue)

Agent Name (Click to edit)	Email	DSN
SMITH JAMES N	james.smith@hisbase.af.mil	345-4455
GARCON LUIS	Luis.Garcon@Randolph.af.mil	565-4444
LUIS SAM	Luis@test.com	565-2233
TEST SALLY	test@test.com	210-555-6556

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336
DSN: 665-2103/2576 or email HQ AFPC/DPAPDF

Feel free to contact them directly with any questions about the process, the Web-Based 3849 system, or this training.

(Click here to return to the index of training available)

As a person in the rating chain for an SDE/IDE eligible, this is the first thing you will see, an e-mail from AFPC/AutoEmail. The e-mail address of the person who referred it to you is shown in case you need to contact him/her.

By clicking on the web site link in the e-mail you will be taken directly to the Web-Based 3849 reviewer log-in screen. Your e-mail address is the User-ID and the password is provided at the bottom of the e-mail.

We suggest highlighting and copying the password before you click on the web link and then paste it into the password field.

(Click on the web link below to continue)

Extra line breaks in this message were removed.

From: AFPC/AutoEmail [afpc.autoemail@afss.afpc.randolph.af.mil>
Subject: Web-Based 3849 for your review

To: Ashton David J Civ AFPOA/DPXRS
Cc:

Please DO NOT REPLY TO THIS address this is generated from is an automated process and any reply sent to that address will not be seen. If you believe you should not have received this e-mail please contact the eligible officer at <mailto:Bogus@delta.com>. You are required to review the web-based 3849 for DONA ORLANDO J JR who is applying for Developmental Education. You can view the form at <https://ITE3/IDE/IDESignIN.aspx> with the user ID and tracking number provided below and will find detailed instructions on the web site. Due date for nominations to AFPC is 1 April 05 (tentative at this point), but the member's Senior Rater will need to have it much sooner than that. Remember that this is a selective process and not everyone will be competitive. The Senior Rater will make the determination of which officers will be nominated to the Development Teams for further consideration leading to the Developmental Education Designation Board for placement in a specific school slot. You can find more information on this Developmental Education Designation process at the following website: AFPC/DPAPDE at <http://www.afpc.randolph.af.mil/pme/>.

UserID: david.ashton@randolph.af.mil
Password: 465C9C968695B995BEAA1D9B87D08D98

545 Items, 122 Unread

Restart Menu Quit

Sign-in

- Note:** You have been identified as a reviewer for the Developmental Education application submitted by the officer identified in the e-mail you received. If you believe you received the e-mail in error, please contact the officer so they can determine where their application should be sent.
- Access to the system:** To access the Web-Based 3849 system enter the e-mail address where you received notification as the user-id and the tracking number in the notification e-mail as the Password. Since the password is long and complex, we recommend that you copy it from the e-mail and paste it into the password field on this screen.
- Instructions:** Once you have accessed the application, you may edit any proposed Senior Rater comments and make a recommendation to nominate or not nominate. The deadline for the Senior rater to take final action on all applications is 15 April 05, so you should make your recommendations ASAP and forward the application to the person that is next in the applicant's chain of command. If you work directly for the Senior rater, then instead of referring the application for further review, click on the Ready for Senior Rater Review button in the application

Email:

Password:

Login throughout AFPCSecure

The database where the SDE/IDE information is maintained contains information that may be protected under the Privacy Act of 1974 as amended, 5 U.S.C. 552 and DoD Regulation 5400.11; Privacy Act of 1974 as amended. This information is for Official Use Only (FOUO).

Enter the e-mail address that you received the notification at and the password provided and click on the **“Sign-in”** button

Supervisor/Reviewer
david.ashton@randolph.af.mil

- ✦ **Information for Supervisors/Reviewers:** In order to properly consider your ratee for Developmental Education, we need you to provide your recommendation to the Senior Rater. Your input will be reviewed by the Senior Rater your eligible was assigned to on 1 Feb 2005. We have provided a Web-Based 3849 form that you may access by clicking on the tab above. Your ratee may have provided recommended comments for your use. You may not change the members own comments, but can edit the recommended SR Vector, Rationale, and comments. Please review these and make adjustments as necessary. Also, use the check box to either recommend your ratee for attendance or leave it blank if you do not recommend for attendance this time.
- ✦ If you believe it is in the best interest of the ratee to change his/her preferences or comments, you can unassign the form and contact them directly providing them with your advice. They will have to resign the form once you have unassigned it for them.
- ✦ The entire rating chain and senior rater must complete and electronically **submit the input no later than 15 Apr 2005.**
- ✦ You may save the information you enter in the form and come back at any time to make changes.
- ✦ Once you submit the input, **you will no longer be able to make changes**, so make sure that you have reviewed it carefully. You will no longer have access to the SDE/IDE system once you have completed your part of the process. Once you are done, either refer the application to the next person in the chain of command by inserting their e-mail address in the form and clicking on refer, or if you work directly for the senior rater, click on the button that indicates the application is ready for Senior Rater review.
- ✦ Note: Since all recommendations must be submitted by 15 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.

The database where the SDE/IDE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions concerning this system, please call COMM: 311-565-5655

After you review the instructions and any information you may have received from your ratee's Senior Rater or management level, click on the **tab above** to access the application

Lots to look at here:

- Information about the member and his/her eligibility

(Click Here  To Continue)

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible officer to indicate his or her Developmental Education preference to the Senior Rater to provide his or her recommendation to the Developmental Education process.
 - DISCLOSURE:** The Member will submit his/her application to his/her immediate supervisor who will forward it through the rating chain to the Senior Rater. The Senior Rater will provide his/her recommendation and then sign the application, indicating nomination status and including comments for those nominated for Developmental Education. Completion of the application by the member is voluntary but failure to indicate preferences and/or provide comments may negatively impact on the member's selection for Developmental Education.
- Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read only on 16 Apr 2005.
- For a list of school descriptions, go to: [Developmental Education](#)

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE	CORE ID	Year Group	Year of Eligibility
WEST DAVID	*****8101	CPT	33S	94	1st Look
LOCATION	E-MAIL ADDRESS				
PENTAGON	test@test.com				
PHONE DSN:	PHONE COMM:				
555-6666	666-7777				

☐ Select

☐ This officer is already designated to attend a school, but a revalidation nomination must be completed.

PART II - PREFERENCES

1ST Air Command & Staff College (ACSC) - Either	Acquisition Management
2ND USAFA Squadron AOC - UCCS Counseling	Prep School
3RD Army Command & General Staff College	
4TH Advanced Study in Air Mobility	
5TH Air Force Institute of Technology (AFIT)	Acquisition & Contract Management

PART III - MEMBER'S COMMENTS

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Member signed form on: 2/2/2005 11:07:58 AM

[Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPARDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:	PHONE DSN:	PHONE COMM:	
james.smith@hisbase.af.mil	345-4455		

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
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Restart Menu Quit

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible officer to indicate his or her Developmental Education Senior Rater to provide his or her recommendation to the Developmental Education process.
 - DISCLOSURE:** The Member will submit his/her application to his/her immediate supervisor who will then sign the application, indicating nomination status and including comments for those not recommended. Preferences and/or provide comments may negatively impact on the member's selection for Developmental Education.
- Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 must be completed by that date.
- For a list of school descriptions, go to: [Developmental Education](#)

Lots to look at here:

- Information about the member and his eligibility
 - Member's Preferences
 - Member Comments
- (Click Here  To Continue)**

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE	CORE ID	Year Group	Year of Eligibility
WEST DAVID	*****8101	CPT	33S	94	1st Look
LOCATION	E-MAIL ADDRESS				
PENTAGON	test@test.com				
PHONE DSN:	PHONE COMM:				
555-6666	666-7777				

☐ Select

☐ This officer is already designated to attend a school, but a revalidation nomination must be completed.

PART II - PREFERENCES

1ST Air Command & Staff College (ACSC) - Either	Acquisition Management
2ND USAFA Squadron AOC - UCCS Counseling	Prep School
3RD Army Command & General Staff College	
4TH Advanced Study in Air Mobility	
5TH Air Force Institute of Technology (AFIT)	Acquisition & Contract Management

PART III - MEMBER'S COMMENTS

The Air Command and Staff program would prepare me for.... I realize that I am in my first year of eligibility, but with 4 years on station, I am certainly moving this summer and going to developmental education would..

Member signed form on: 2/2/2005 11:07:58 AM

[Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:	PHONE DSN:	PHONE COMM:	
james.smith@hisbase.af.mil	345-4455		

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
---------------	----------------	-------	--------

Restart Menu Quit

AFPC Air Force Personnel Center

IDE/SDE Homepage Reports My Agents Rol

IDE Preference Web-Based 3849

PURPOSE: To provide a vehicle for the each eligible officer to indicate his or her Developmental Education process.

DISCLOSURE: The Member will submit his/her application to his/her immediate supervisor who will then sign the application, indicating nomination status and including comments for those not selected. The member's preferences and/or provide comments may negatively impact on the member's selection for Developmental Education.

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 is no longer available. For a list of school descriptions, go to: [Developmental Education](#)

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE
WEST DAVID	*****8101	CPT
LOCATION	E-MAIL ADDRESS	
PENTAGON	test@test.com	
PHONE DSN:		
555-6666		

☐ Select

☐ This officer is already designated to attend a school, but a revalidation nomination must be completed.

PART II - PREFERENCES

1ST Air Command & Staff College (ACSC) - Either
2ND USAFA Squadron AOC - UCCS Counseling
3RD Army Command & General Staff College
4TH Advanced Study in Air Mobility
5TH Air Force Institute of Technology (AFIT)

PART III - MEMBER'S COMMENTS

The Air Command and Staff program would prepare me for.... I realize in my first year of eligibility, but with 4 years on station, I am considering moving this summer and going to developmental education would..

Member signed form on: 2/2/2005 11:07:58 AM [Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater information changes, you must update it.

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N		FC0002
E-MAIL ADDRESS:	PHONE DSN:	PHONE COMM:	
james.smith@hisbase.af.mil	345-4455		

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME	E-MAIL ADDRESS	PHONE	SIGNED
---------------	----------------	-------	--------

Lots to look at here:

- Information about the member and his eligibility
- Members Preferences
- Member Comments
- A Button that allows to unsign the member's portion of the application to allow the member to make changes. As the system **will NOT** notify the member that you have taken this action, be sure to contact him/her explaining why you have returned the application. Also instruct him/her on how to route the application after making changes and resigned it. Finally, please insure that he/she understands that even if no changes are made, the application **MUST be resigned** and routed as instructed or their Senior Rater cannot nominate them.

(Click Here  To Continue)

Restart Menu Quit

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each el Senior Rater to provide his or her recommenda
- DISCLOSURE:** The Member will submit his/her then sign the application, indicating nomination preferences and/or provide comments may ne
- Note: Since all recommendations must be com
- For a list of school descriptions, go to: Develop

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)

WEST DAVID

LOCATION

PENTAGON

PHONE DSN:

555-6666

☐ Select☐ This officer is already designated to attend a school, b

PART II - PREFERENCES

1ST Air Command & Staff College (ACSC) - Eit

2ND USAFA Squadron AOC - UCOS Counselin

3RD Army Command & General Staff College

4TH Advanced Study in Air Mobility

5TH Air Force Institute of Technology (AFIT)

PART III - MEMBER'S COMMENTS

The Air Command and Staff program would in my first year of eligibility, but w moving this summer and going to develop

Member signed form on: 2/2/2005 1:03:11 PM

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment as of Feb 2005. If this senior rater information appears to be incorrect, you must contact AFPC/DPADE so that it can be corrected

SRID

NAME (Last, First, MI)

GRADE

DUTY TITLE

CF1CS

SMITH JAMES N

MB

CWO4

E-MAIL ADDRESS:

james.smith@hisbase.af.mil

PHONE DSN:

345-4455

PHONE COMM:

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME (Last, First, MI)

REVIEWER PHONE

Lots to look at here:

- Information about the member and his eligibility
- Members Preferences
- Member Comments
- A Button that allows to unsign the Members portion of the application to allow the member to make changes. As the system **will NOT** notify the member that you have taken this action, be sure to contact him/her explaining why you have returned the application. Also instruct him/her on how to route the application after making changes and resigned it. Finally, please insure that he/she understands that even if no changes are made, the application **MUST** be resigned and routed as instructed or their Senior Rater cannot nominate them.
- And a place for you to enter your name and phone number so that additional reviewers and the Senior Rater will know who provided information on the application.

(Click Here To Scroll Down)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears

SRID	NAME (Last, First, MI)
CF1CS	SMITH JAMES N

E-MAIL ADDRESS:	PHONE:
james.smith@hisbase.af.mil	345-4

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME (Last, First, MI)

Vector: (Indicate what school(s) the officer should attend)

ACSC with emphasis in Acquisition...

Vector: 110 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed.

Rationale: (Indicate why particular school(s) should be selected)

His past emphasis in acquiring acquisition skills will...

Rationale: 220 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

Comments: (Stratification, emphasis/push for school, follow-on duty envisioned, etc.)

My 1 pick out of 5 eligibles...

Comments: 220 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

☒ Recommendation

If checked, it means that the applicant is recommended to be nominated and you must include comments in Vector, Rationale, and Comments section of this form. If not checked, it means that the applicant is recommended not to be nominated no matter what is included in the Vector, Rationale, or Comments portion of this form.

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

[Save](#) [Cancel](#)

Provide next reviewer email to refer the form to

Email Refer to:

Confirm Email:

[Sign & Refer to next reviewer](#)

Submit the form directly to the Senior Rater for review; to be used only by the last person in the rating chain for the applicant prior to the senior rater.

[Ready for Senior Rater Review](#)

[Email Form](#) [Print Form](#)

The database where the SDE/IDE Information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."


For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336

DSN: 665-2103/2576 or email [HQ AFPC/DPAPDE](#)

Air Force Personnel Center | Randolph AFB, TX 78150

More:

- Proposed comments for your use. The member may have entered proposed comments. You may modify them until they say what you want them to say.

(Click Here  To Continue)

Member signed form on: 2/2/2005 1:03:11 PM [Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears

SRID	NAME (Last, First, MI)
CF1CS	SMITH JAMES N

E-MAIL ADDRESS: PHON

james.smith@hisbase.af.mil 345-4

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME (Last, First, MI)

Vector: (Indicate what school(s) the officer should attend)

ACSC with emphasis in Acquisition...

Vector: 110 characters remaining NOTE: Do not use "carriage returns" or "enter" keys. They will b

Rationale: (Indicate why particular school(s) should be selected)

His past emphasis in acquiring acquisition skills will...

Rationale: 220 characters remaining NOTE: Do not use "carriage returns" or "enter" keys. They will b

Comments: (Stratification, emphasis/push for school, follow-on duty envisioned, etc.)

My 1 pick out of 5 eligibles...

Comments: 220 characters remaining NOTE: Do not use "carriage returns" or "enter" keys. They will b

☒ Recommendation if checked, it means that the applicant is recommended to be nominated and you must include a Vector, Rationale, or Comments section. If the applicant is recommended not to be nominated no matter what is included in the Vector, Rationale, or Comments portion of this form.

More:

- Proposed comments for your use. The member may have entered proposed comments. You may modify them until they say what you want them to say.
- A place to make a recommendation. Click this box if you believe your ratee should attend developmental education this year. Leave it blank if you do not recommend attendance and be sure to provide rationale in the comments section.

(Click Here To Continue)

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Provide next reviewer email to refer the form to

Submit the form directly to the Senior Rater for review; to be used only by the last person in the rating chain for the applicant prior to the senior rater.

[Save](#) [Cancel](#)

Email Refer to:

Confirm Email:

[Sign & Refer to next Reviewer](#)

[Ready for Senior Rater Review](#)

[Email Form](#) [Print Form](#)

The database where the SDE/IDE Information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336
DSN: 665-2103/2576 or email HQ AFPC/DPAPDE

Air Force Personnel Center | Randolph AFB, TX 78150

[Restart](#) [Menu](#) [Quit](#)

Member signed form on: 2/2/2005 1:03:11 PM

PART IV - SENIOR RATER IDENTIFICATION

Your Senior Rater is established by

SRID

CFICS

E-MAIL ADDRESS:

james.smith@hisbase.af.mil

PART V - COMMANDER'S/SENIOR

REVIEWER NAME (Last)

Vector: (Indicate

&CSC with em

Vector: 110 character

Rationale: (Indicate why

His past emphasis

Rationale: 220 character

Comments: (Stratificat

My 1 pick out of

Comments: 220 characters remaining

☒ Recommendation

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Provide next reviewer email to refer the form to

Submit the form directly to the Senior Rater for review; to be used only by the last person in the rating chain for the applicant prior to the senior rater.

Save

Cancel

Email Refer to:

Confirm Email:

Sign & Refer to next reviewer

Ready for Senior Rater Review

Email Form Print Form

The database where the SDE/IDE Information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

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DSN: 665-2103/2576 or email HQ AFPC/DPAPDE

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Restart Menu Quit

If you make changes to the recommended comments and decide that you want to revert to the previous comments, simply select cancel and the comments will be restored. When you want to save then, click on save. **We recommend that you SAVE FREQUENTLY to avoid loss of changes you make in the event of a web outage.**

(Click Here  To Continue)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:		PHONE DSN:	PHONE COMM:
james.smith@hisbase.af.mil		345-4455	

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME (Last, First, MI)	REVIEWER PHONE

Vector: (Indicate what school(s) the officer should attend)

ACSC with emphasis in Acq

Vector: **110** characters. Do not use "enter" keys. They will be removed to ensure that all comments made are visible

Rationale: (Indicate what school(s) the officer should attend)

His past

Rationale: **110** characters. Do not use "enter" keys. They will be removed to ensure that all comments made are visible

Comments: (Indicate what school(s) the officer should attend)

My

Comments: **110** characters. Do not use "enter" keys. They will be removed to ensure that all comments made are visible

If you do not work directly for the Senior Rater, enter the e-mail address for the next person in the eligible's chain of command and click on "Sign and Refer to Next Reviewer"

Submit the form to the Senior Rater in the rating chain for the applicant prior to the senior rater.

Save	Cancel
Email Refer to:	
NextReviewer@base.af.mil	
Confirm Email:	
NextReviewer@base.af.mil	
Sign & Refer to next reviewer	
Ready for Senior Rater Review	

Member signed form on: 2/2/2005 1:03:11 PM

[Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:		PHONE DSN:	PHONE COMM:
james.smith@hisbase.af.mil		345-4455	

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME (Last, First, MI)	REVIEWER PHONE

Vector: (Indicate what school(s) the officer should attend)

ACSC with emphasis in Acquisition

Vector: 110 characters remaining

Rationale: (Indicate why particular school)

His past emphasis in ac

Rationale: 220 characters remaining

Comments: (Stratification, emphasis)

My 1 pick out of 5 eligib

Comments: 220 characters remaining

☒ Recommendation

If checked, it means that the applicant is recommended to be nominated and you must include comments in Vector, Rationale, and Comments section of this form. If not checked, it means that the applicant is recommended not to be nominated no matter what is included in the Vector, Rationale, and Comments portion of this form.

PART VI - SELECT AN ACTION BELOW

"SAVE" to save your changes or "CANCEL" to discard changes

Provide next reviewer email to refer the form to

Submit the form directly to the Senior Rater for review; to be used only by the last person in the rating chain for the applicant prior to the senior rater.

[Save](#)

[Cancel](#)

Email Refer to:

Confirm Email:

[Sign & Refer to next reviewer](#)

[Ready for Senior Rater Review](#)

[Email Form](#) [Print Form](#)

The database where the SDE/IDE Information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions concerning this page please call COMM: 210-565-2103/2576 FAX: 210-565-2336

DSN: 665-2103/2576 or email [HQ AFPC/DPAPDE](#)

Air Force Personnel Center | Randolph AFB, TX 78150

[Restart](#) [Menu](#) [Quit](#)

If you work directly for the senior rater, Click on "Ready for Senior Rater Review".

Member signed form on: 2/2/2005 1:03:11 PM

[Unsign Applicant's Comments](#)

PART IV - SENIOR RATER IDENTIFICATION DATA

Your Senior Rater is established based on your unit of assignment on 1 Feb 2005. If the senior rater indicated appears to be incorrect, you must contact AFPC/DPAPDE so that it can be corrected

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:		PHONE DSN:	PHONE COMM:
james.smith@hisbase.af.mil		345-4455	

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

REVIEWER NAME (Last, First, MI)	REVIEWER PHONE
Last Reviewer	123-2233

Vector: (Indicate what school(s) the officer should attend)

ACSC with emphasis in Acquisition...

Vector: 110 characters remaining

NOTE: Do not use "carriage returns" or "enter" keys. They will be removed to ensure that all comments made are visible

Rationale: (Indicate why particular school(s) should be selected)

His past emphasis in acquiring acquisition s

Rationale

Com

Remember to enter your name and phone number—it won't let you refer the application unless that information is provided. There are also two other capabilities we want to point out. You can (not required) e-mail the information in the application to anyone outside of the ratee's chain of command by clicking on the e-mail link below—you might want someone else's input before you finalize your part in the process. You can also print the application by clicking on the print link below.

(Click Here To Continue)

[Return to next reviewer](#)

[Request for Senior Rater Review](#)

[Email Form](#) [Print Form](#)

The database is maintained by AFPC/DPAPDE. Information removed prior to further disclosure.

AFPC/DPAPDE FAX: 210-565-2336

[Restart](#) [Menu](#) [Quit](#)

That completes the training for anyone in the review chain of command. To return to the list of available training, **click here**

Management Level and Management Level Agents have basically the same functionality—they can review the status of applications for all members/senior raters assigned to their Management Level.

Management Level users have the capability to assign agents while the Management Level agent accounts can only review the information for their Management Level. We will provide training for the management level account, realizing that management level agents will not be able to add additional agents from their account.

(Click Here  To Continue)

Management Level
david.ashton@randolph.af.mil

- ✖ This Web-Based 3849 takes the place of the AF Form 3849 and is being used for gathering officer rating chain and Senior Rater recommendations for the Developmental Education Designation Process. It contains information on the senior raters and eligibles that were assigned to your management level as of 1 Feb 2005 (accountability date). If there are any senior raters or individuals that should not be on the list, or if you believe there are any senior raters or officers missing, please contact AFPC/DPAPDE and we will resolve the problem.
 - ✖ You may appoint an agent to access the records assigned to you. Agents will have access to all the information being made available to your management level but they will not be able to appoint agents. To appoint agents, click on the Tab "My Agents" at the top of this page and provide the required information.
 - ✖ The list is coded so that you can identify applicants who have not begun their application process, those who have entered information but have not completed their input, and those who have signed their input and referred it to their rating chain. You will also be able to tell which applications are Senior Rater Ready. After the senior rater has taken their action, it will show those where the application is completed and what the nomination status is.
 - ✖ Clicking on the reports tab above will open the list. It can be sorted by the columns. There is an excel export and e-mail and print capability to allow you to maintain the information at the end of the process.
- Note: Since all recommendations must be submitted by 1 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.

The database where the SDE/IDE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected in accordance with AFM 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). Do not release, protect, or dispose of this information without proper authorization.

Once you access the system you will be brought to this general information screen. To review reports available, click on the **"Reports"** tab above

Snapshot Report

The list is coded so that you can identify applicants who have not begun the application process, those who have entered information but have not completed their input, those who have signed their input and forwarded the application to their rating chain and the ones that have been finalized by the rating chain and are ready for Senior rater action. You will be able to tell which eligibles the Senior Rater has taken action on and once the Senior Rater takes action, you will be able to tell the nomination status of each eligible.

IDE/SDE	SRID	SR Ready	SR Signed	Member Signed	Comments	No Comments	All Applicants
IDE	0B102	1	4	6	1	2	9
IDE	CF1CS	1		2		1	3
SDE	CF1CS	1	3	2		1	3
IDE	UN1MC		1	1		1	2
SDE	UN1MC	3	3	4		3	7

Management List

The database where the SDE/IDE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as

The table shows the status of all the nominations within your management level by senior rater.

All Applicants - shows the number eligibles assigned to that Senior Rater

No Comments -The number where the eligible has entered no comments

Comments - the number where the eligible has entered comments but not signed

Member Signed -The number where the eligible has signed and referred the application

SR Signed - The number that have been finalized by the senior rater

SR Ready -The number that are ready for Senior Rater action but they are not final.

Click on the **Number 3** under IDE/SRID CF1CS/All Applicant Column

Management Listing

The list is coded so that you can identify applicants who have not begun the application process, those who have entered information but have not completed their input, those who have signed their input and forwarded the application to their rating chain and the ones that have been finalized by the rating chain and are ready for Senior rater action. You will be able to tell which eligibles the Senior Rater has taken action on and once the Senior Rater takes action, you will be able to tell the nomination status of each eligible.

Filter:
 Select SRID:
 Applicant: ☐ All ☒ IDE ☐ SDE
 Sort By:

Intermediate Developmental Education

¹Nominated ²Select ³Ops Deferred ⁴Member Comments ⁵Member Signed ⁶SR Ready ⁷SR Signed ⁸Recommendation

¹ N	Name	Grade	SRID	CoreID	Location	Year	Year Eligibility	² S	³ Ops	⁴ MC	⁵ MS	⁶ SRR	⁷ SS	⁸ R
	GEORGE DARREN W	CPT	CF1CS	35P	YONG SAN	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	SAMUEL LAUREL M	MAJ	CF1CS	12A	YONG SAN	91	Last Look	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	WEST DAVID	CPT	CF1CS	33S	PENTAGON	94	1st Look	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The database where this information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

For questions concerning this page please call COMM: 244-5576 FAX: 244-5576

The columns are defined at the top of the table. To open a specific application click on the name of the eligible. Here we have made **Capt West's** application available so click on his name

IDE Preference Web-Based 3849

- PURPOSE:** To provide a vehicle for the each eligible officer to indicate his or her Developmental Education preferences, for the applicant's rating chain to make recommendations to the Senior Rater, and for the Senior Rater to provide his or her recommendation to the Developmental Education process. The last four of the applicant's SSN is used for positive identification.
- DISCLOSURE:** The Member will submit his/her application to his/her immediate supervisor who will forward it through the rating chain to the Senior Rater. The Senior Rater will provide his/her recommendation and then sign the application, indicating nomination status and including comments for those nominated for Developmental Education. Completion of the application by the member is voluntary but failure to indicate preferences and/or provide comments may negatively impact on the member's selection for Developmental Education.

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.

For a list of school descriptions, go to: [Developmental Education](#)

PART I - MEMBER IDENTIFICATION DATA

NAME (Last, First, MI)	SSN	GRADE	CORE ID	Year Group	Year of Eligibility
WEST DAVID	*****8101	CPT	33S	94	1st Look
LOCATION	E-MAIL ADDRESS				
PENTAGON	test@test.com				
PHONE DSN:					
555-6666					

- ☐ Select
- ☐ This officer is already

PART II - PREFERENCE

1ST Air Com

2ND Air Com

PART III

Member signed form on: 2/2/05


PART IV - SENIOR RATER IDENTIFICATION

Your Senior Rater is established based on the member's last duty station. If the member is currently on temporary assignment, contact AFPC/DPAPDE so that it can be corrected.

SRID	NAME (Last, First, MI)	GRADE	DUTY TITLE
CF1CS	SMITH JAMES N	MG	CFC DCRAC
E-MAIL ADDRESS:		PHONE DSN:	PHONE COMM:
james.smith@hisbase.af.mil		345-4455	

PART V - COMMANDER'S/SENIOR RATER'S RECOMMENDATION

Vector: (Indicate what school(s) the officer should attend)

For a detailed description of the application itself, review the training for either the **member** or the **senior rater** (Click Here  To Continue)

Management Level

david.ashton@randolph.af.mil

- ✖ This Web-Based 3849 takes the place of the AF Form 3849 and is being used for gathering officer rating chain and Senior Rater recommendations for the Developmental Education Designation Process. It contains information on the senior raters and eligibles that were assigned to your management level as of 1 Feb 2005 (accountability date). If there are any senior raters or individuals that should not be on the list, or if you believe there are any senior raters or officers missing, please contact AFPC/DPAPDE and we will resolve the problem.
- ✖ You may appoint an agent/agents to have access to the records assigned to you. Agents will have access to all the information being made available to your management level but they will not be able to appoint additional agents. To appoint agents, click on the Tab "My Agents" at the top of this page and provide the required information.
- ✖ The list is coded so that you can identify applicants who have not begun their application process, those who have entered information but have not completed their input, and those who have signed their input and referred it to their rating chain. You will also be able to tell which applications are Senior Rater Ready. After the senior rater has taken their action, it will show those where the application is completed and what the nomination status is.
- ✖ Clicking on the reports tab above will open the list. It can be sorted by the columns. There is an excel export and e-mail and print capability to allow you to maintain the information at the end of the process.

Note: Since all recommendations must be complete by 15 Apr 2005, the Web-Based 3849 system will change to read-only on 16 Apr 2005.

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To add agents, click on the **My Agents Tab** above

Agent Name (Click to edit)

The database where the SDF/DOE information is maintained and some of the documents/e-mails produced by the database contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as amended Applies, and it is For Official Use Only (FOUO). "It must be protected or privacy act information removed prior to further disclosure."

The list shows all the agents for your management level already appointed. To make changes click on their name and make the changes and save. To enter a new agent, click on the **“Add Agent”** button.

Agent Information



You may add as many agents as needed. Please limit agents to those on your personal staff that will be working the SDE/IDE nomination process with you. Once you add an agent, they will normally have access to the system within one workday. If they are an AF Employee (AF active, guard or reserve Military or AF Civilian,) and already have an AFPC Secure account for accessing other systems, the new IDE_SDE button will appear. Please indicate that they are an AF Employee by entering a "Y" in the box. If they are not an AF employee (Other Service Employee, Other Department Employee, Contractor, or Other country military or civilian employee) then please enter a "N" in the box. We will use the information provided to create an AFPC Secure account and when they receive an e-mail providing their User ID and password they may access the system. This may delay their access by a day so please allow additional time if your agent is not an AF Employee.

Agent SSAN: (no dashes)


Name:

Email:

DSN:

AF Employee (Y/N)?:

The database where the SDE/IDE Information is maintained and some of the documents contain information which must be protected IAW AFI 33-332 and DoD Regulation 5400.11; Privacy Act of 1974 as Amended Applies, and it is For Official Use Only. Do not release or provide to unauthorized personnel without prior approval.

Add all the information and click on Save. The question "AF Employee (Y/N)?" is important to answer. AF Employees will usually have access within the same day. Non-AF Employees require an account to be created before they can obtain access and this can take several days.
(Click Here  To Return to index of available training)

